

Telephone (302) 760-2031
Facsimile (302) 739-2254

VIA OVERNIGHT DELIVERY

March 17, 2011

Signal Service, Inc.
1020 Andrew Drive
West Chester, Pennsylvania 19380

Ladies & Gentlemen:

Your firm is awarded Contract No. DOT1003-Ped_Signal_Dis – Pedestrian Signal Displays and Pedestrian Push Buttons, Statewide , at the unit prices contained in your proposal of March 1, 2011, totaling \$607,380.00.

Enclosed are four (4) copies of the documents which must be executed as indicated on the Contract Agreements. **Use of the enclosed Contract Agreements is mandatory. No substitutions are permitted.**

All enclosed documents must be returned to this office by April 5, 2011. Failure to return the documents by April 5, 2011, will result in the Department canceling this award and retaining the 10% Bid Bond as damages.

Fully executed copies of the Contract and a complete set of these documents will be sent to your firm and Surety. Do not proceed with work covered by this contract until receipt of Notice to Proceed or Purchase Order.

Effective July 2010, your company is required to complete the new on-line State Of Delaware Substitute Form W-9 by visiting the Division of Accounting's website: <http://accounting.delaware.gov/>. It is the vendor's responsibility to act upon this instruction for submitting a new W-9 form, we will not be able to process payments if this is not completed and accepted by the Division of Accounting. You only need to do this one time to be entered into the state system. If you need assistance or have questions, please contact 302-734-6827 or fax your inquiry to 302-736-7909.

Very truly yours,

James H. Hoagland
Contract Services Administrator

JHH:as

Enclosure

cc: Ms. B. Swiger
Mr. D. Weber
Materials & Research
Mr. M. Luszc
Ms. M. Peters